Job Search/ Job Readiness Reminders
November 7, 2008

Changes effective October 1, 2008:

- JBS will be measured on an **hourly** basis. Montana still meets the definition of a "needy" state and is entitled to 12 weeks of JBS which translates to the following:

    - 240 hours for a single custodial parent with a child under six.
    - 360 hours for all other work-eligible individuals

- Hours limitations are applied to a preceding 12-month period which includes the reporting month and the previous 11 months.

- The 4 consecutive week limit is still applicable.

    - Any hours of participation using the JBS code triggers a "week" for the four week limit.
    - TEAMS will look at the end date of the "last" JBS code and compare it to the start date of the next JBS code to see if 7-days have elapsed. If not, you will receive an error message.

        Example: The case has JBS components as follows:
        JBS   10/1/08 – 10/7/08
        JBS   10/8/08 – 10/14/08
        JBS   10/15/08 – 10/21/08
        JBS   10/22/08 – 10/28/08

        If the worker tries to enter a JBS component with a start date prior to 11/4/08, they will receive an error message about 4 consecutive weeks.

- Currently TEAMS is programmed to require a 7-day span for the JBS component code. We recognize the issues this will create and are working on getting the edit removed from TEAMS. However, until the edit can be removed, we would offer the following "tips" to work-around this issue:

    - If the EP is being done for a partial month, use an "assessment" period for another allowable activity for the first 4 weeks of enrollment.
    - Remember to reconstruct allowable activities for the month, rather than using the HNC code. Did the participant do any community service activities that could be verified?

- If you are in EMPR or EMPL and receive an edit message about JBS hours and/or consecutive weeks which requires you to make adjustment to future months, simply hit F3 to leave EMPR or EMPL without saving changes.   You can go and correct the future months by dropping the JBS component code and adding a different code or decrease the hours attributed to JBS. Then return to the month you were working to add or correct information and pass the edits.